

**PLANNING AND ZONING COMMISSION
REGULAR MEETING
January 17, 2006 7:00 p.m.**

Worksession: started at 7:01 p.m. Phyllis Johnson went over the “Planning Made Easy – Module 3” and suggested the Commissioners develop a list of criteria to evaluate all items before the Commission. She passed out information on Hillside Development from other cities and on annexation. She suggested that the Commission look into developing a hillside development regulation for the City of Williams.

Carolyn Smith went over some basic open meeting rules: agenda posting, call to the public, and what, when and who is allowed to participate in the meeting. She also went over the protocol for handling a motion on the table.

Call to Order: Chairman Brad Massey called the meeting to order at 7:36.

Roll Call: Present were: Chairman Massey, Vice-chairman Peters, Commissioners Barnes, Kimball, Kelley and Cowan. Present from staff was Carolyn Smith, City Clerk and Phyllis Johnson, Planner.

Pledge of Allegiance: Chairman Massey led the pledge.

Adopt Agenda: Bob Kelley moved to adopt the agenda and was seconded by Mike Cowan. Motion carried.

Approval of minutes from December 20, 2005: M. Cowan moved to approve minutes as presented. Bob Kimball seconded. Motion carried.

Discussion and decision regarding Call to the Public: A Call to the Public was explained and the benefits and disadvantages were discussed. K. Peters moved to add the item to future agendas. B. Kelley seconded. Motion carried.

Discussion and decision regarding Hillside Development Regulations: B. Massey said upcoming construction will be on hillsides, and we need some regulation, but not too restrictive. K. Peters asked about relaxation of standards. B. Kimball asked where this would apply. P. Johnson said the % of slope determines where it’s used. K. Peters said this may cause a change in the master plan. B. Kelley said there is no hillside regulation in the code now. M. Cowan asked if roadway, driveway and cuts are different regulation than building sites. B. Massey said snow and fire problems require us to address the issue and this will fill an absence in the code.

B. Kelley moved that staff write an ordinance regarding Hillside Development. M. Cowan seconded. Motion carried.

Staff asked for further direction regarding requirements of the Commission for the new ordinance.

K. Peters said the examples given were for desert communities and we need to customize for the City of Williams. She suggested checking Flagstaff regulations for % of slope. P. Johnson will contact the City engineer for guidance.

K. Peters moved that the ordinance specify engineering requirements, the preservation of natural landscape, aesthetics and topography, and protection from erosion. B. Kelley seconded. Motion carried.

Staff Report on 2005 planning and zoning cases and possible future development:

P. Johnson showed on a map where future development is scheduled to occur. K. Peters asked for the number of dwelling units, and Phyllis will add to the report when the rezoning occurs. She will discuss this at the retreat and add to the chart. B. Massey said they used to get a report on building permits issued for build outs and improvements. Phyllis will refer to Tim Pettit. B. Kelley asked how many of the 61 permits last year were infill. Phyllis said the Council had authorized developers to rezone at the developers risk before getting water allocation, and she has notified them of the decision.

Phyllis said the townhouse ordinance will be presented at the 1/26/06 Council meeting and encouraged the Commissioners to attend the meeting.

Adjourn: Commissioner Kimball moved to adjourn. Commissioner Peters seconded. Meeting adjourned at 8:10 p.m.

Brad Massey, Chairman

Date

Carolyn Smith, City Clerk

ATTEST